

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING
TUESDAY, July 24, 2018
6:30pm Regular Board Meeting
MPR
Vision: To foster excellence with faith, knowledge, and community

ANNUAL CORPORATE MEETING AGENDA

I. CALL TO ORDER

II. BUSINESS

- a. Appointment of Board and Officers

III. ADJOURNMENT

Regular Agenda

I. CALL TO ORDER – Board of Education 10 minutes

- a. Opening Prayer
- b. Roll Call
- c. Chairperson Remarks
- d. Approval of Minutes – June 26, 2018
- e. Approval of Agenda
- f. Open to the Audience

II. ADMINISTRATION REPORTS IN PACKET/QUESTIONS 15 minutes

- a. Elementary
- b. Junior/Senior High
- c. Enrollment Report
- d. Business Office
- e. Religious Education
- f. Foundation
- g. Boosters, PISA, Home & School – committee reports

III. OLD BUSINESS UPDATE 5 minutes

IV. NEW BUSINESS DISCUSSION 10 minutes

- a. **Executive Committee**- Appoint committee chairs, and install new Board members. Note: This is part of the Regina Inter-Parish Catholic Education Center Annual Meeting (By-Laws Article V Section 1.)
- b. **Policy/By-Laws Committee** – Present the summary of the Board of Education Self Evaluation.
-Conduct new Board Member Orientation-Done after Retreat
- c. Approval to use Iowa Learning On-line for Spanish 2 and Spanish 3

V. CALENDAR AND DISCUSSION ITEMS 10 minutes

- a. **Policy/By-Laws Committee** – Ensure that all new Board Members receive copies of the Policy/By-Laws Manual and school handbooks.
- b. **Distribute Attendance/Termination Policy 204.0R to Board Members**
- c. **Policy**- Update and distribute policy 221.0R.

VI. COMMITTEE REPORTS IN PACKET/QUESTIONS 5 minutes

VII. MEETING SCHEDULE (Refer to the Information Page)

VIII. CLOSING PRAYER 1 minute

IX. EXECUTIVE SESSION-Approval of Contracts 15 minutes

X. ADJOURNMENT

INFORMATION PAGE

I. MEETING SCHEDULE

A. Next Board Meeting	4 th Tuesday	8/28/18	6:30 PM	MPR
B. Executive Committee	3 rd Wednesday	8/15/18	5:30 PM	HS Library
C. Finance Committee	3 rd Wednesday	8/15/18	4:30 PM	HS Library
D. Policy/Bylaws Committee	2 nd Thursday	9/13/18	9:00 AM	HS Meeting Room
E. SIAC/Education Committee	2 nd Tuesday	8/14/18	4:00 PM	HS Library
F. Catholic Identity Committee	3 rd Thursday	8/16/18	6:30 AM	HS Library
G. Building & Ground Committee		TBD		Business Office
H. Strategic Planning Committee	3 rd Monday	8/20/18	6:30 AM	Business Office
I. Health & Safety	3 rd Thursday	8/16/18	5:30 PM	HS Library

II. ENROLLMENT

2017-2018 Month-by-Month Comparisons										
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Elem	479	480	482	481	479	497	479	479	480	480
JR/SR	367	372	371	372	372	376	373	375	372	372
PreK	81	72	71	71	71	71	71	71	71	71
Total	927	924	924	924	922	926	923	925	923	923

I. UPCOMING DATES

Gym Floor Refinishing	July 23-30		HS Gym
Booster Seatback Fundraiser	Aug 4	7:00 AM	Kinnick
Take Pride in your School Day	Aug 11	8:00 AM	Elem Playground
New Parent Orientation	Aug 14	7:00 PM	Elem Gym
Teacher In-Service	Aug 15-17 & 20-22		
Family Fun Festival	Aug 17-18		Regina Back Lot
Prep Day 7-12	Aug 21	8:00 AM	High School
Open House Preschool	Aug 21	10:00 AM	Preschool
Open House K-6	Aug 21	1:30 PM	
Orientation 7 th Grade	Aug 21	1:30 PM	High School
School Offices Closed	Aug 22		
Classes Resume	Aug 23		
7-12 Back to School Night	Aug 29	6:30 PM	High School

II. PRAYER SERVICE/MASS SCHEDULE

III. Holy Days

Assumption of the Blessed Virgin Mary	Aug 15
---------------------------------------	--------

REGINA INTER-PARISH CATHOLIC BOARD OF EDUCATION MEETING

Tuesday, June 26, 2018

6:30 PM

Regina MPR

Regular Meeting Minutes

I. Call to Order- Board of Education

- a. Opening Prayer
 - i. Father Beckman provided opening prayer.
- b. Roll Call-
 - i. Voting Members (absent in parenthesis): Ellen Abusada, Fr. Adam, Fr. Beckman, (Jason Dumont), Patrick Gavin, (Chad Hageman), Fr. Juarez, Anne Kelly, Sue Kloos, (Scott Nibaur), Matt Pacha, Janan Rustan, Angela Villhauer, Alaina Welsh, (Matt White), Fr. Witt
 - ii. Ex-Officio Members: (Kecia Boysen), (Carolyn Brandt), Tim Foley, Michele Goldsmith, (Ryan O'Hern), (Alan Opheim), Glenn Plummer, (Stacy Suepple), Pam Schowalter, Celeste Vincent, (Julie Rhomberg), (Gail Hensch), Kelly Starr
- c. Chairperson Remarks- Pacha welcomed Melinda Shetler as incoming board member from St Mary. Annette Goodheart will be incoming board member from St Thomas More. Congratulated the soccer teams for great seasons. Thanked Anne Kelly for her service on the BOE Executive Committee. Thanked Matt White for his BOE service.
- d. Approval of May 22, 2017 Minutes. Kelly moved to approve minutes, Seconded by Fr. Witt, motion passed.
- e. Approval of Agenda- Father Witt moved to approve the agenda, seconded by Rustan, motion passed.
- f. Open to the Audience- Welcomed Sophia Livorsi.

II. Administration Reports

- a. Elementary - Report in packet. Vincent introduced Sophia Livorsi and expressed that she has a mom prayer group. Pacha requested information in the ELL position. Vincent informed that Julie Dailey will be contracted to provide 2 hours of ELL services in reading each day.
- b. Jr/Sr High - Report in packet. Plummer informed that there have been 2 recent resignations and have openings for an Athletic Director and HS Spanish Teacher.
- c. Enrollment - Report in packet. Schowalter informed in activities to promote Regina. Invited all to participate in Coralville's 4th of July Parade float. Discussion ensued regarding recruitment for Kindergarten.
- d. Business Office - Opheim not present.
- e. Religious Education -N/A
- f. Foundation - Report in packet. Boysen not present. Pacha stated that the Excellence Fund Goal has been met this year. Reminder for all BOE members to contribute.
- g. Boosters, PISA, Home and School- N/A

III. Old Business Update

- a. Confirmation of Annual Board Retreat July 14, 2018. 8:00 am - 12:00 pm in Regina's MPR. Father Kopatich will be presenting. Committee Chairs to provide 2018-2019 goals to Rustan by June 30, 2018

IV. New Business Discussion

- a. Villhauer moved to approve changing the 403 B Plan to a 401 K plan for Regina Employees. Seconded by Father Witt. Motion passed.
- b. Kelly moved to approve the Slate of Officers: Matt Pacha- Chair, Patrick Gavin- Vice Chair, Angela Villhauer- Treasurer, Janan Rustan- Secretary. Seconded by Welsh, Motion passed.
- c. BOE Self Evaluations handed out. Please return by June 30, 2018. Email version to be sent out.

V. Calendar and Discussion Items

- a. Administrators presented their Performance and Personal Growth Goals. Vincent stated that the state requirements have been very heavy in requirements for literacy, power school and social studies core. Strong teacher training has been conducted. Plummer stated that they were addressing Social Emotional Learning Curriculum in regards to the Tessera Assessment. ACT offered to provide support to Regina.
- b. Committee Chair Kloos reviewed Health and Safety goals. Rustan recommended adding word prevention to #1 goal of In-service possibilities. Discussion ensued regarding # 4 goal to update Elem Playground. Welsh questioned procedure to prioritize elem playground. Pacha recommended Building and Grounds committee to address along with Health and Safety committee.
- c. Rustan expressed appreciation to the Policy committee in all the work they do, as evidenced by outlined tasks accomplished this year in report. Committee Goals also stated in report.

VI. Meeting Schedule

a. Board Meeting	4th Tuesday	7/24/18	6:30 PM	MPR
b. Executive Committee	2nd Thursday	7/18/18	6:30 AM	Business Office
c. Finance Committee	3rd Wednesday	7/18/18	4:30 PM	HS Library
d. Policy/ Bylaws	2nd Thursday	9/13/18	9:00AM	Business Office
e. SIAC/Education	2nd Tuesday	7/10/18	4:30 PM	HS Library
f. Catholic Identity	3rd Thursday	7/19 /18	4:30 PM	HS Library
g. Building and Ground	2nd Monday	TBA	6:30PM	Business Office
h. Strategic Planning	3rd Monday	7/16/18	6:30 AM	Business Office
i. Health and Safety	3rd Thursday	9/20/18	5:30 PM	HS Library

VII. Closing Prayer- Fr. Juarez provided closing prayer.

VIII. Executive Session

- a. At 7:12 pm Pacha moved to adjourn in Executive Session, Seconded by Kelly. Motion passed.
- c. Executive Session

IX. Reconvene from Executive Session

- a. At 7:30 pm, the board reconvened from Executive Session.
Motion by Father Witt to approve following contract: Lauren Hunstad - English
Seconded by Father Juarez. Motion approved.

XI. Adjournment- at 7:30, Father Juarez moved to adjourn the meeting, seconded by Kelly. Motion passed.

Respectfully submitted,
Janan Rustan
BOE Secretary

**REGINA ELEMENTARY
BOARD REPORT
July 2018**

FACILITATOR OF FAITH COMMUNITY

OPENING MASS: Our opening K-6 Mass for the school year will be Wednesday, August 29th, at 2:00 p.m. All are welcome to attend as we bless our new year.

DIOCESAN IN-SERVICES: We will have diocesan in-service for all principals on Tuesday, August 9th. Regina will be meeting for Diocesan in-service on Wednesday, August 22nd, at St. Patrick Church for our beginning of the year in-service.

STANDARD #1 - VISION

FAST: Administrators are teaming with Grantwood AEA Literacy Consultant to examine data from the prior year and plan literacy goals for the upcoming year.

NEW IPAD CART: Thanks to a donation from Home and School, the elementary will have a brand new set of iPad's on a traveling cart. This will be shared between all classrooms for daily integration of technology.

STANDARD #2 - CULTURE AND INSTRUCTIONAL PROGRAM

BOOKS AND MATERIALS: Classroom supplies and other materials are arriving daily. Thanks to office staff for checking in all of these materials.

NEW TEACHERS: New teachers will have their first meeting for our diocese on Monday, August 13th at the diocesan office. They will be attending the Iowa City Chamber of Commerce luncheon for new teachers later in the week.

RETURNING TEACHERS: All faculty members will report to in-service on Thursday, August 16th for Regina in-service.

Tuesday, August 21st, will be our open house day.

In-service topics for the beginning of the year include: Teacher Google sites update, allergies/diabetes health presentation, blood borne pathogens training, and sharing of information from summer conferences.

OPEN HOUSES: All board members are invited to join us for beginning of the school year open houses.

August 21st, 10:00-12:00, Preschool Open House

August 21st, 1:30-3:00, K-6 Open house

FIRST DAY OF SCHOOL: Our first day of school will be Thursday, August 23rd.

FIRST STEPS: There will be "First Steps" offered for kindergarten parents on the first two days of the school at 8:30 a.m. This will give kindergarten parents a smaller setting to ask more questions and receive details on how to start the year in a positive way for their child.

STANDARD #3 – MANAGEMENT

REGISTRATION: On-line registration will go live on Wednesday, August 1st. Special thanks to Michelle W. and Jess for coordinating components for on-line registration. Packet pick up will begin on Monday, July 30th. Thank you to Michelle, Lisa, and other team members or stuffing packets.

HIRING: The summer continues with interviewing and hiring.

STANDARD #4 - COLLABORATION

HOME AND SCHOOL: Home and School's first meeting of the school year will be held on August 2nd at 6:30 p.m.

HOME AND SCHOOL CHOCOLATE SALES: Chocolate will be delivered August 17th. We will have our chocolate assembly on Wednesday, August 29th at 9:00 a.m. Profits from this fundraiser go to sponsor programming for the students and staff.

TAKE PRIDE IN YOUR SCHOOL WORKDAY: Take Pride in your School Day is scheduled for Saturday, August 11th. Special thanks to our support groups for sponsoring this day from 8:00 a.m. - 12:00 p.m. Home and School will be working on the playground area and spreading mulch.

PTO: They will hold their first meeting of the year on Thursday, September 13th at 11:30.

PISA: Parents in Support of the Arts held their opening meeting this past week. Next meeting is August 13th.

BOOSTERS: Kinnick seat installation will take place on Saturday, August 4th

STANDARD #5 – ETHICS

NEW PARENT ORIENTATION: Regina Elementary and Junior/Senior High will have a new parent welcome session on Tuesday, August 14th, at 7:00 p.m., in the elementary gym. Thank you to Ann Larew for coordinating the speakers and format.

HANDBOOKS: Thanks to Michelle Winders for newly updated Diocesan handbooks and Regina handbooks. New handbooks will be distributed to staff members during in-service.

STANDARD #6 - LEARNING COMMUNITY

PRESCHOOL SUMMER CAMP: Our last day for preschool summer camp is Friday, July 27th.

PROFESSIONAL LEARNING: Thank you to all elementary teachers who are attending a variety of summer learning opportunities including: Literacy, Mathematics, Social Emotional, and Technology trainings. We look forward to our professional staff learning during a sharing session in our beginning of the year inservice.

PROJECTED ENROLLMENT AS OF JULY 19TH

K – 49
1 – 72 (5 new)
2 – 62 (0 new)
3 – 68 (3 new)
4 – 71 (3 new)
5 – 60 (1 new)
6 – 59 (2 new)

TOTAL – 441

**Regina Junior-Senior High School
Board Report
July 2018**

Principal as Spiritual Leader

1. The Religious Celebration Calendar for the 2018-2019 school year has been sent by Shelly Conlon. It is attached below.

Principal as Instructional Leader

1. We will be finalizing our Professional Development Calendar for the 2018-2019 school year over the next week.

Principal as Administrator

1. The master schedule for next school year is complete. There may be a few changes made in order to fix some scheduling issues.
2. Handbook review is nearly complete.
3. Contracts will be presented for approval in closed session. We still have one opening - Spanish teacher.

Principal as Communicator

1. The 2018 AP Report is attached below.

2018 AP Scholars
16 Total AP Scholars

AP Scholar (10): *Receive grades of 3 or higher on 3 or more AP Exams.*

Nourah Abusada
Katrina Chambliss
Shouzheng Chen
Samantha Kron
Anna Martin

Rachel Schmit
Elizabeth Stimmel
Tyler Van Swol
Noah Weiner
Nicholas Yowell

AP Scholar with Honor (2): *Average grade of at least 3.25 on all AP Exams taken, and grades of 3 or higher on 4 or more of these exams.*

Ryan Bonthius
Carolina Icardi

AP Scholar with Distinction (4): *Average grade of at least 3.5 on all AP Exams taken, and grades of 3 or higher on 5 or more of these exams.*

Mary Crompton
Clare Dunne
Brian Schomer
Annabelle Stimmel

2018 AP Results

(64 students took 110 AP exams)

Interpretation of AP Scores with Grade Equivalents in Parentheses

- 1: No recommendation
- 2: Possibly qualified
- 3: Qualified (C)
- 4: Well qualified (B)
- 5: Very well qualified (A)

	5	4	3	2	1	AVG.
Studio Art: 2-D Design	0	0	4	3	0	2.6
English Language	1	4	2	6	1	2.9
English Literature	1	0	8	14	0	2.5
Macroeconomics	0	0	3	2	2	2.1
Microeconomics	1	0	0	0	0	5.0
Psychology	1	1	5	2	0	3.1
U.S. Government & Politics	0	0	3	3	2	2.1
U.S. History	0	0	6	1	0	2.9

World History	0	3	2	1	0	3.3
Calculus AB	0	2	0	2	2	2.3
Calculus BC	1	1	1	1	0	3.5
Calculus AB Subscore	3	0	0	1	0	4.3
Statistics	1	0	2	0	0	3.7
Biology	0	1	3	3	0	2.7
Chemistry	0	1	1	0	0	3.5
Physics 1	0	1	0	0	0	4.0
Physics 2	0	0	1	0	0	3.0
Chinese Language & Culture	4	0	0	0	0	5.0
TOTAL	10	14	41	38	7	110
Percentage of Total	9	13	37	35	6	
# of AP Students	9	13	30	31	7	

Grade-By-Grade Report

	5	4	3	2	1
9 th & <(0)	0	0	0	0	0
10 th (13)	1	2	6	2	0
11 th (32)	4	8	9	9	2
12 th (19)	5	4	26	27	5
Unknown (0)	0	0	0	0	0

AP Equity and Excellence

10th Grade – 18.8%

11th Grade – 21.2%

12th Grade – 27.5%

*Percentage of students enrolled in each grade that scored a 3 or higher on at least 1 AP test this year.

Graduating Class Summary – 46.4%

*Percentage of 12th Graders that scored a 3 or higher at any point in high school.

	10th	11th	12th	Graduating Class Summary
2008	NA	25.3%	28.3%	31.7%
2009	8.6%	25.8%	19.4%	31.9%
2010	5.8%	31.0%	27.9%	37.7%
2011	7.9%	30.1%	42.6%	58.8%
2012	13.0%	29.4%	32.9%	41.4%
2013	25.0%	29.3%	31.3%	39.1%
2014	12.3%	39.1%	35.7%	41.1%
2015	4.4%	29.8%	36.6%	43.7%
2016	23.3%	21.6%	36.2%	46.6%
2017	12.5%	39.2%	26.4%	30.2%
2018	18.8%	21.2%	27.5%	46.4%

Iowa AP Index (Number of AP Tests Given Divided by Graduates in the Given Year)

Year	Index	Rank
2006	2.20	2 nd
2007	2.14	3 rd
2008	2.19	1 st
2009	1.69	3 rd
2010	1.32	7 th
2011	2.05	3 rd
2012	2.93	2 nd
2013	2.38	3 rd
2014	2.72	3 rd
2015	2.87	3 rd
2016	2.17	6 th
2017	2.14	7 th
2018	2.15	8 th
2019	1.62	NA

Five-Year Trend for Average Scores

	2014	2015	2016	2017	2018
Biology	2.632	3.13	3.56	2.91	2.71
Calculus AB	2.583	2.56	3.20	3.00	2.33
Calculus BC	3.833	3.00	2.92	2.50	3.50
Calculus AB ss	4.00	3.40	3.33	2.50	4.25
Chemistry	2.600	3.00	3.17	2.50	3.50
Chin. Lang	3.000	0.00	0.00	0.00	5.00
Comp. Sci. A	0.000	0.00	5.00	1.00	0.00
Comp. Sci. Prin.	0.00	0.00	0.00	2.50	0.00
Econ-Macro	3.333	3.44	4.50	3.50	2.14
Econ-Micro	4.200	3.50	4.67	0.00	5.00
Eng. Lang	3.440	3.37	3.20	3.08	2.86
Eng. Lit	3.455	3.29	3.27	2.64	2.48
Eur. Hist.	0.000	3.50	0.00	3.00	0.00
Gov. Comp.	2.500	0.00	0.00	0.00	0.00
Gov. U.S.	3.500	3.38	2.50	3.00	2.13
Human Geo.	0.000	0.00	3.00	0.00	0.00

Physics 1	0.000	0.00	0.00	0.00	4.00
Physics 2	0.000	0.00	0.00	0.00	3.00
Psychology	2.857	2.07	2.62	2.86	3.11
Span. Lang	2.600	3.00	0.00	3.00	0.00
Statistics	3.600	4.00	0.00	4.00	3.67
Studio Art: 2D	0.00	0.00	3.00	2.80	2.57
Studio Art: 3D	0.00	0.00	0.00	2.00	0.00
Studio Art: Drawing	0.000	0.00	5.00	2.00	0.00
U.S. History	3.714	2.69	3.11	3.25	2.86
World Hist.	3.143	3.00	0.00	3.67	3.33
TOTAL	3.184	3.05	3.16	3.01	2.84

Five-Year Trend for % of Total AP Students with Scores 3+

	Regina	Iowa	Global
2014	78.1	63.0	61.3
2015	69.4	64.6	60.7
2016	71.0	61.9	60.3
2017	78.8	63.2	60.3
2018	65.6	63.2	61.3

Comparison Groups (Average Score)

	REGINA	IOWA	USA	GLOBAL
Biology	2.71	2.95	2.86	2.87
Calculus AB	2.33	2.92	2.91	2.94
Calculus BC	3.50	3.68	3.74	3.74
Chemistry	3.50	2.69	2.75	2.80
Chinese Language & Culture	5.00	3.87	4.24	4.31
Economics - Macro	2.14	2.94	2.89	2.96
Economics - Micro	5.00	3.55	3.14	3.21
English Language	2.86	2.81	2.82	2.83
English Literature	2.48	2.72	2.56	2.57
Government U.S.	2.13	2.91	2.70	2.70
Physics 1	4.00	2.76	2.32	2.37
Physics 2	3.00	3.31	2.90	2.97
Psychology	3.11	3.34	3.13	3.14
Statistics	3.67	3.06	2.85	2.88
Studio Art: 2-D Design	2.57	3.05	3.47	3.48
U.S. History	2.86	2.58	2.66	2.66
World History	3.33	3.18	2.78	2.78

2018-2019 Religious Celebrations Calendar

Day	Time	Mass/PS	Grade Level	Parish
8/16/18	8:15a	K-12 PS Chapel	Campus Minister	X
8/22/18	8:30a	Staff Inservice Mass @ St. Pats	Campus Minister	St. Pats
8/29	2:30p	7-12 PS	Campus Minister	X
8/29	2:00p	K-6 Mass	6th	St. Wenc
9/5	2:15p	7-12 Mass	11th	St. Marys
9/12	2:00p	K-6 Mass	4th	St. Pats
	2:30p	7-12 PS	10th	X
9/19	2:15p	7-12 Mass	9th	St. TM
9/26	2:15p	7-12 Homecoming Mass	Campus Minister	St. Wenc
10/3	2:15	7-12 Mass	VIA Boland	St. Marys
10/3	2:30	K-6 Prayer Service	1st	X
10/10	2:15p	7-12 Mass	VIA Mehegan	St. Pats
10/17	2:00p	K-6 World Hunger Mass	3rd	St. TM
	2:30p	7-12 Prayer Service	ART	X
10/24	2:15p	7-12 Mass	VIA Osweiller	St. Marys
11/1	9:30a	K-12 All Saints Day Mass	5th	St. Pats
11/7	2:15p	7-12 Mass	VIA Sprengelmeyer	St. TM
11/14	2:15p	7-12 Mass	VIA Welter	St. Wenc
11/20	9:30a	K-12 Thanksgiving Mass	4th	St. Marys
11/28	2:15p	7-12 Mass	12th	St. Pats
12/4	8:30a Prayer Service 9:15 Confessions	3-6 Advent Reconciliation Service	3rd	*
12/5	9:30	K-12 Mass with Bishop	Conlon	*

12/10	2:30p	K-6 Prayer Service	1st	X
12/12	8:30a Prayer Service 9:00 Confessions	7-12 Reconciliation	11th	*
12/12	2:00p	K-6 Mass	6th	St. TM
12/17	2:30p	K-6 Prayer Service	K	X
12/19	11:00a	CBP Prayer Service	12th	*
1/9	2:15p	7-12 Mass	10th	St. Wenc
1/16	2:15p	7-12 March for Life Mass/Dance Marathon	9th	X
1/23	2:15p	7-12 Mass	VIA Boland	St. Marys
1/30	9:30a	K-12 CSW Mass	Campus Minister	St. Pats
2/6	2:15p	7-12 Mass	VIA Mehegan	St. TM
2/13	2:30p	K- Prayer Service	K	X
2/13	2:15p	7-12 Mass	VIA Osweiller	St. Wenc
2/20	2:15p	7-12 Mass	VIA Sprengelmeery	St. Marys
2/27	2:15p	7-12 Mass	VIA Conlon	St. Pats
3/6	2:30p	K-6 Ash Wednesday Prayer Service	3rd	X
3/6	2:30p	7-12 Ash Wednesday Prayer Service	12th	X
3/13	8:30a Prayer Service 9:15 Confessions	2-6 Reconciliation Service	2nd	*
3/13	2:15p	7-12 Mass	11th	St. TM
3/27	8:30a Prayer Service 9:00 Confessions	7-12 Lenten Reconciliation	VIA Mehegan	*
4/3	2:15p	7-12 Mass	9th	St. Wenc
4/10	2:15p	7-12 Mass	VIA Boland	St. Marys
4/18	1:15p	K-6 Holy Thursday Prayer Service	5th	X

4/19	11:15a	K-6 Good Friday Prayer Service	5th	X
4/19	11:15a	7-12 Stations of the Cross	12th	X
4/24	2:15p	7-12 Mass	VIA Mehegan	St. Pats
5/1	2:15p	7-12 Mary Crowning Mass	10th	St. TM
5/3	10:30a	K-6 Grandparents Day Mass	1st	St. Wenc
5/8	2:15p	7-12 Mass	VIA Osweiller	St. Marys
5/15	9:30a	K-6 Holy Communion Mass	2nd	St. Pats
	2:30p	7-12 Prayer Service	VIA Sprengelmeary	X
5/22	7:30p	Baccalaureate	Campus Minister	St. Marys
5/29	8:45a	6th grade PS	6th	X
5/29	2:00p	K-5 Mass	4th	St. TM

**Admissions
Pam Schowalter
July 2018
Board of Education Report**

Enrollment

2017-2018 BEDS # 848 students (368 Jr./Sr. and 480 elementary)

2016-2017 BEDS # 831 students (one 7th grade student attended school for 1 class)

2015-2016 BEDS # 835 students

2014-2015 BEDS # 818 students

****BEDS=Basic Educational Data Survey**

K	1	2	3	4	5	6	7	8	9	10	11	12	Total	2017-2018
75	65	68	68	65	58	81	53	79	56	49	66	69	852	May total

Recruitment:

Shadow Students and tours continue at Regina. Parish bulletin announcement were sent to the parishes to run for four weeks (mid July--mid August)

	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
accepted	50	5	0	3	3	0	2	6	4	4*	3	0	2	32+ K
pending		1	0	0	0	0	0	1	0	0	0	0	0	2
pipeline	2	0	1	0	2	0	2	0	2	1	1	1	1	10

Accepted—approved by administration

Pending—application received/ waiting on records and/or status of application by administration

Pipeline—inquiry or tour

***International**

WIA/IIA—Regina has one student (8th) from WIA/IIA for this fall. We are in year 2 of our three-year contract with WIA. Our one student will not be returning. However, we do have a new WIA student joining us for 9th grade for the 2018-2019 school year provided he passes his VISA test on July 24th.

ASA Global—We currently have five students from this agency. We are working with ASA for additional students for the 2018-2019 school year (January 2019).

Kindergarten 2018-2019- We are continuing our kindergarten recruitment efforts.

Crowine is being refurbished this summer, (new foam, being cleaned, new PVC piping, and being mended), so he will be good to go during the 2018-2019 school year.

Baptismal Databases are being collected from the parishes. Currently, we have completed St. Thomas More and will be working on the other three parishes during July and August. We will now have five years of data for recruitment.

Retention:

Elementary Registrations—students who are leaving received a phone call from Lisa/Michelle. Blessing notes were sent in June. Exit surveys were also sent out in June.

Jr. High Registrations- Blessing notes were sent out the second week in June. All families received a phone call from Admissions and a message was left. If the phone mailbox was full, then they received an email from Admissions.

Sr. High Registrations- Blessing notes were sent out the second week of June to these students. All families received a phone call from Admissions and a message was left. If the mailbox was full, then they received an email from Admissions.

Exit surveys - were sent out to the above students and their families the 4th week for June. We have started receiving surveys back. Results will be share with administrators and a report will be given to the board in September.

Student Ambassadors—we have 44 ambassadors for the 2018-2019 school year. Student Ambassadors will have their orientation on August 16th.

Coralville 4th of July parade—Regina had the BEST turn out ever for the parade. We also had the hottest and most humid day that we have ever had. It was a LOT for the children and adults. Next year we are looking into having a covered canopy on the float.

Alan Opheim
Director – Finance / Operations
July 24, 2018 Board Report

Business Office –

- Thank you for allowing me to take vacation last month, and for missing the June Board meeting.
- We received the STO Check for 2018-19 STO Financial Aid as scheduled at the end of June. We received \$371,536 of the \$381,000 raised. The STO is allowed to keep 10% of the proceeds, however, this is only a 2.5% administrative percent, so the STO continues to put more money in the hands of those applying than required. Our goal for 2018 is \$405,000. Donations are now being accepted. Remember, this is a Tax Credit, so the recent tax rules on deductibility of contributions does not impact the Iowa portion of this donation. Make use of this credit, if possible.
- The Iowa Legislature passed the Income Tax bill earlier this year. One of the provisions allows for parents to use money put into a 529 Plan for K-12 private education tuition. This is similar to the Federal Tax Law, but we could not promote this until the Iowa Tax Act was signed. Regina is an eligible participant for our parents. We will publicize with a constant contact soon, and more detailed newsletter item in September. A summary announcement from School Choice is included in the packet for your information. Not giving financial or tax advice, however, our understanding remains that a contribution can be made to the 529 Plan with no time limit on when money can be moved to the educational institution. Payments will be directed to Regina, NOT Smart Tuition, and will be posted to Smart by Sandy.
- Sandy and I both have many fiscal year end and quarterly reports due to government, Diocese, insurance and other entities which occupies much of our time. The STO sent results later than normal this year, so getting all the pieces entered into Smart Tuition has occupied more of Sandy's July than normal.
- As previously reported, the Diocese is changing liability and worker compensation coverage effective July 1, 2018. I have participated in several sessions on the conversion. August 8 we are scheduled to have a representative from Catholic Mutual on site as part of a site appraisal being done.
- Work continues on the transition of our retirement opportunity from a 403B to a 401K Plan. Staff information will be given at a full staff meeting on August 16.

Buildings & Grounds

- A purchase order has been given to change the west face of the HS Gym from a painted surface to a Strukturoc surface. We all hoped it would be completed by the first day of school, but I don't think that will happen, but should still happen this fall to get rid of the peeling surface.
- The vendor has assured Jason the lights in the front parking lot will be installed before school starts. Jason is following this. Required work on the water retention requirements will be taking place over the next 4-6 weeks.
- We are operating on the new clock and intercom system. Clocks will be transitioned as needed.

Ad Hoc and other participation

- Advancement Team meetings
- Multiple meetings for both the construction phase and the bill / payment phases of our projects
- 403B / 401K meetings
- Power School eFinancial software webinar
- Joined in some early discussions with vendors on brainstorming for elementary playground
- Nationwide re: Summer progress and some technical issues
- Meetings as needed (Security, custodial, administrators, finance related topics,)
- Run for the Schools
- Board related meetings

Committee Meeting Schedule:

Finance – August 15, 2018 4:30 HS Media Center – **Expected Fiscal Year End Review at 5 PM**

Building and Grounds – TBD

Iowa 529 Savings Plans Information

Disclaimer

This Fact Sheet is not intended to provide tax or legal advice. If you are considering using an Iowa 529 plan for K-12 purposes and you have specific questions about your impact, please seek guidance from a tax professional or an attorney. This document is subject to change.

Federal Law Change

Beginning in 2018, qualified expenses for federal tax benefit purposes include K-12 tuition at public, private or religious schools up to \$10,000 per year per student in the aggregate across all qualified tuition programs for a designated beneficiary.

Iowa State Law Change

The Iowa Tax Reform legislation signed into law in June 2018 contained provisions related to distributions from an Iowa 529. The tax provisions were retroactive to January 1, 2018. Under the new legislation Iowa taxpayers can use assets in one of the plans under the Iowa Education Savings Plan Trust to pay for K-12 tuition with no Iowa state tax consequences if:

- The beneficiary attends an elementary or secondary school in the state of Iowa;
- The elementary or secondary school is accredited under Iowa Code Section 256.11; and
- The elementary or secondary school adheres to the provisions of the federal Civil Rights Act of 1964 and Iowa Code Chapter 216.

State tax treatment of K-12 withdrawals is determined by the state(s) where the taxpayer files state income tax. If you're not an Iowa taxpayer, please consult with a tax advisor.

FAQ's

Can an Iowa taxpayer use their 529 funds for K-12 tuition out of state?

Yes. However, their withdrawal would be considered nonqualified for Iowa state tax purposes and would be subject to recapture.

What is the recapture on non-qualified withdrawals?

Contributions to an Iowa 529 Plan that were previously deducted for Iowa income tax purposes must be included as Iowa income when distributed, unless they are used to pay for qualified education expenses. For Iowa income tax purposes, a rollover to a non-Iowa 529 plan will be treated as a nonqualified withdrawal and taxed as income to the extent previously deducted as a contribution to the Iowa 529 Plan.

Who can receive a distribution for K-12 tuition?

A qualified K-12 withdrawal can be sent directly to a K-12 Institution or to the Participant. Unlike higher education qualified withdrawals, distributions will not be sent directly to the Beneficiary.

Can a 529 participant have a K-12 distribution sent directly to the K-12 institution?

Yes. Forms and the website will be updated to clearly indicate if the payment is going to a K-12 or Higher Education Institution. Until then, participants may request a payment to the Eligible Institution and payment will be mailed directly to the K-12 institution.

Are the age-based tracks suitable for funds contributed for K-12 purposes?

No. Age-based options are designed for higher education and are generally not appropriate for K-12 time horizons. Please consult with a tax advisor for additional advice.

Are other K-12 expenses such as books and supplies qualified education expenses?

No. Tuition is the only qualified education expense for K-12.

When can participants start making qualified withdrawals for K-12?

Now. The federal law became effective on January 1, 2018 and the state law is retroactive to January 1, 2018. Forms are in the update process, but withdrawals may be taken at any time for K-12 Tuition.

The online and/or paper withdrawal form has not been updated, how do I request a qualified withdrawal for K-12 tuition?

We are in the process of changing the language related to withdrawals. Once that process is complete, there will be a selection specifically for K-12 qualified withdrawals. Until that time, you should select the qualified withdrawal option (even though it may indicate that is for higher education). You may direct the payment to the account owner or the K-12 Institution; simply enter that where it asks for the Institution of Higher Education.

How quickly can I receive my funds?

Please allow 7-10 business days for payment by check by regular mail to reach the account owner or the K-12 institution.

Changes to your account that can delay the regular delivery time of 7-10 days:

- Contributions made by check, recurring contribution or EBT will not be available for withdrawal for seven business days.
- If the address information that you have requested the withdrawal be sent to has changed in the last nine business days, your withdrawal will be held until this waiting period has been satisfied. If the banking information that you have requested the withdrawal be sent to has changed in the last 15 calendar days, your withdrawal will be held until this waiting period has been satisfied.

What if I have additional questions?

Please call the 529 Plan and an associate will assist you.

College Savings Iowa: 888.672.9116

IAdvisor 529 Plan: 800-774-5127.

Iowa ACE coordinated with the State Treasurer's office for this information.

Trish Wilger, Executive Director, Iowa Alliance for Choice in Education,
twilger@iowaace.org, 515.323.0687

**Regina Foundation
Kecia Boysen
Executive Director
July 24, 2018 Board Report**

Excellence Fund (annual appeal)

- 2017-2018 Excellence Fund Total (annual appeal) as of 7/11/18 - **\$471,001.00**

Summary of Funding

Component	Goal	Raised as of 7/11/2018	
Regina Operating Budget	\$ 200,000.00	\$200,000.00	
Regina Foundation Operating Budget	\$ 130,000.00	\$130,000.00	
Regina Special Projects/Programs	\$ 60,000.00	\$78,150.50	Restricted Donations
Teacher Endowment Growth	\$ 60,000.00	\$62,850.50	<i>*Raised would be \$87,850.50 if include one-time \$25,000 from estate gift</i>
TOTAL	\$ 450,000.00	\$471,001.00	<i>*Total raised would be \$496,001.00 if include one-time \$25,000 from estate gift</i>

*Excellence Fund total realized FY 2016-2017 - **\$457,878.85** (Pledges written off by 12/31/17: \$6,404.90; Total raised LESS written off: \$451,473.95)

Upcoming Events

Friday – Sunday, August 17 – 19 – Family Fun Festival

Tuesday, September 18 – Dinner with a View: Community Share the profit night at The Vue, 5 – 8 p.m.

Friday, September 28 – Alumni Awards Luncheon, Noon – 2 p.m.

Sunday, October 28 – Donor Appreciation Celebration, 5 – 7 p.m.

Regina Inter-Parish Catholic Board of Education Retreat
Saturday July 14, 2018
8:00 am Multipurpose Room

Attendance: Matt Pacha, Angela Villhauer, Janan Rustan, Patrick Gavin, Fr. Adam, Fr. Witt, Fr. Beckman, Fr. Juarez, Celeste Vincent, Glenn Plummer, Tim Foley, Kelly Starr, Alan Opheim, Melinda Shetler, Annette Goodheart, Alaina Welsh, Jason Dumont, Scott Nibaur, Sue Kloos.

Pacha welcomed all to the BOE Retreat

Father Witt provided opening prayer

Father Kopatich presented on topic of Gender & Same Sex Attraction

BOE Committee Goals - See attached

Villhauer presented and lead discussion on BOE Roles, Responsibilities, Reminders.

Father Witt provided closing prayer

Janan Rustan
BOE Secretary



Board of Education
Committee Goals

July 14, 2018



Committees are designed to support
Regina's Mission, Vision, and Core Values

Mission

Regina is committed to preparing tomorrow's leaders through a comprehensive educational experience
focused on excellence and anchored in the teachings of the Roman Catholic Church.

Vision

Regina strives to be the leading faith-based preK-12 educational center. We do this by instilling
excellence through faith, character knowledge and community.

Core Values

Educating to the academic potential of each student
Developing strong moral character
Learning and living our Catholic faith
Building community
Providing vast opportunities for additional growth

GOALS.....

the object of a person's ambition or effort; an aim or desired result.

synonyms:

objective, aim, end, target, design, intention,
intent, plan, purpose; More(holy) grail;
ambition, aspiration, wish, dream, brass ring,
desire, hope



Catholic Identity



- Complete banners for light poles in the parking lot
- Obtain and distribute banners for common space in each of the four parishes
- Hang the Lego picture of Mary prior to the start of school
- Distribute biblical banners to all elementary classrooms
- Develop a comprehensive plan for artwork in in the new addition

Health & Safety

- Explore in-service programming/training: such as suicide prevention and Aces training
- Conduct safety drills which would include active shooter training
- Ensure / mandate a plan for safety which would include the new facility by June of 2019
- Distribute reminders to parents regarding unsupervised play on the hill prior to and during football games
- Collect all contact information for students and parents to ensure all coaches have complete data, as well as provide parents with practice and game schedules
- Update elementary playground



Policy



- Review 1/3 of policy manual from the 2016-2017 school year
- Review list of new Diocesan policies – ensuring BOE is knowledgeable and Regina is consistent / compliant with the policies
- Review policies in the Regina handbook to ensure accuracy
- Stay current with evolving issues and evaluate the need for policy vs. procedure



Strategic Planning

- Explore strategic educational partnership with St Thomas More
- Review current strategic plan – highlighting areas for discussion and potential revision



Building & Grounds



- Stay on top of maintenance issues for the new property (training facility), along with grounds maintenance, painting and other items including but not limited to expanded parking and drive
- Work collaboratively with Catholic identity on framework surrounding prioritization and budgeting of projects
- Reassess inside needs and rotations of select items over the next 12 months.
 - Carpets – nothing planned this summer
 - Painting – still to be determined, but no major projects planned
 - Elementary tile – quotes in hand for replacement, but need to fully vet options. Decision in 18/19 and implementation summer '19
 - Playground – expand research on needs and funding

Finance



- Brainstorm new effective ways to communicate financials to BOE
- Continue working towards a multi-year budget, with consideration of outside influences such as:
 - Headcount
 - Parish revenue
 - Third party income (Foundation, Fundraising, etc)
 - Competitive salaries and future building expenses

Committees are where it's at!!

- Committee work is the key driver to the success of the BOE





Finance Committee
July 18, 2018

AGENDA

- Opening Prayer
- Updates on STO and 529 Plan
- Fiscal Year End Balance Sheet – Construction in Progress Account
- Enrollment / Headcount Concerns for 2018-19
- Financial Presentation to Committee and Board
- Wrap-up / Next Steps / Next Meeting



529 Plan Opportunities

Iowa Tax Law Now Allows for the 529 Plan to make payments directly to the Private School – We will do a short announcement in a few weeks, and have a newsletter item in September.

STO Donation / Goal

\$405,000 – Up \$24,000 from current year \$381K

Year End Balance Sheet – Construction in Progress Account

- Barrel Roof - \$190,240 Capitalize 15 Year Life
- Front Parking Lot - \$279,004 Capitalize 15 Year Life
- Front Loop - \$101,046 Expense
- Locker Room - \$489,967 Capitalize 25 or 39 year (Acctg Rules)
- Training Facility - \$2,002,504 Capitalize 39 Year Life
- Notes:
 - In-Kind Treatment – Accounting rules call for treating as income and expense; My preference because there is not a cash outlay is to ignore
 - Numbers for Fiscal Year End may be different in that balances above are not from paid files, and adjustments between categories is not complete.

Enrollment / Headcount Concerns for 2018-19

Kindergarten -- Budget 72; Today 50

1-6 -- Budget 401; Today 393

7-12 -- Budget 371; Today 372

Net Decrease -- 29

Notes:

We will have more leaves and comes between now and August 23, so whether we like it or not, we don't know where we will end up yet.

I also do not have any sense of the gains / losses by income tier, so a net 29 does not necessarily mean the budget is down that 29 average -- it could be more or it could be less depending on Parish, school, or international rate.

Obviously we will have a sense on International versus the other 2, but not so with the other 2.

Financial Presentation to Committee and Board

Brainstorming Ideas

What is meaningful -- numbers, graphs, charts,

Notes from Finance: What would be 9 meaningful topics for newsletters in 3-8 sentences. Examples could be STO, Cost to Education, 529 Plans,

Counts by Parish by Age

The following information was obtained by Pam from records at the Parishes. One Year Old fact finding is still in progress, so is not complete yet.

One to Five Years Olds by Parish

	St Mary	St Patrick	St Thomas More	St Wenceslaus	Total
5 Years Old	13	25	36	8	82
4 Years Old	17	8	49	5	79
3 Years Old	24	8	16	8	56
2 Years Old	15	23	42	13	93
1 years Old		40			40

RESPONSIBILITY TO PARISH – Tuition Tiers – Future Topic



ATTENDANCE/TERMINATION (Ref. Article IV. Section 5, By Laws)

All members of the Board of Directors/Board of Education are expected to attend all Board meetings. This includes all regularly scheduled and emergency board meetings.

1. If any lay member misses three consecutive board meetings or any four meetings in a fiscal year, the president shall direct the secretary to send a letter to the board member reminding them of this policy. A copy of this letter shall also be sent to the president of the absent member's parish council.
2. If any lay member misses a three consecutive meeting or any four meetings in a fiscal year, a letter shall be sent to the president of the member's parish council asking that the absent member be replaced. A copy of this letter shall be sent to the absent member.

In July of each year this policy shall be inserted into the Board Packet so that all new and old members are informed of the attendance requirements. The president of each parish council shall also be notified of this policy.

Attendance Sheet

[illegible]